

State of California
The Resources Agency
Department of Water Resources
Bay-Delta Office

Final
July 2010

PROPOSAL SOLICITATION PACKAGE
for
GROUP I - DELTA REGION PROJECTS

Delta, San Joaquin River, and Sacramento River
Water Quality Grant Program

Funded by
The Safe Drinking Water, Water Quality and Supply, Flood Control, River, and
Coastal Protection Bond Act of 2006



PROPOSAL SOLICITATION PACKAGE
for
GROUP I - DELTA REGION PROJECTS

Delta, San Joaquin River, and Sacramento River
Water Quality Grant Program

The California Department of Water Resources invites you to submit a proposal for funding for Group I – Delta Region Projects.

PROPOSAL DUE DATE

August 13, 2010 Must be postmarked no later than August 13 th or received via personal submission by the close of business.
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PROPOSAL SUBMITTAL

Submit one original complete application marked as “ORIGINAL”; four copies of the application; and one (1) electronic copy (in MS Word or pdf format) of the original application on a CD to:

California Department of Water Resources Bay-Delta Office 1416 Ninth Street, Room 215-30 Sacramento, CA 95814 Attn: Genevieve Schrader
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NOTICE OF INFORMATIONAL PUBLIC WORKSHOP
Workshop Date and Location

Sacramento Thursday, July 29, 2010
10:00 a.m. – 12:00 p.m. Department of Water Resources 1416 Ninth Street, Room 210 Sacramento, CA 95814

For more information: Contact Genny Schrader, (916) 653-2118
BDop84grants@water.ca.gov

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I. INTRODUCTION

In 2006 the voters of California approved Proposition 84, the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act. The act was codified in Section 1, Division 43 of the Public Resource Code (PRC). Division 43, § 75029 of the PRC identifies the sum of \$130 million for grant projects. Subsection (d) of § 75029 specifies those projects identified in the June 2005 Delta Region Drinking Water Quality Management Plan for the construction of the relocation of drinking water intake facilities for in-delta water users as eligible for these funds.

On September 30, 2008, the governor signed Senate Bill X2 1 (SB X2 1) which appropriates \$90 million from bond revenues authorized by Proposition 84 to DWR for projects specified in PRC § 75029. This legislation identifies \$50 million for those projects described in the June 2005 Delta Region Drinking Water Quality Management Plan for drinking water intake facility projects to improve the quality of drinking water supply from the Sacramento-San Joaquin Delta. SB X2 1 appropriates funding for environmental review, design, and construction. Proponents for construction funds must meet all of the following criteria:

- Have completed documentation required under the California Environmental Quality Act (Division 13 (commencing with Section 21000) of the Public Resources Code) and a notice of determination has been filed prior to June 30, 2008.
- Have demonstrated multiple benefits in conveyance and Delta operation to achieve protection or improvement to Delta pelagic fisheries.
- Will complete design and begin construction before June 30, 2009.
- Ready to provide local or federal cost sharing funds immediately.

All applicants for these funds must follow the provisions of the guidelines for this program, the “Delta, San Joaquin River, and Sacramento River Water Quality Grant Program Guidelines”, adopted in July 2010, in addition to the requirements of this Proposal Solicitation Package (PSP).

II. ELIGIBLE APPLICANTS

Eligible grant recipients are local agencies which have an eligible proposal/project(s) that will provide public benefit (PRC § 75004) and which satisfy all other requirements of this proposal solicitation package, including but not limited to, minimum cost share requirements.

Other entities, including but not limited to, State and federal agencies, universities, or non-profit organizations, may collaborate with a local agency and perform work with the grant funds so long as the local agency is designated as the responsible entity and controls all activities related to the grant.

III. PROJECT ELIGIBILITY

Eligible projects include those specified in the June 2005 Delta Region Drinking Water Quality Management Plan.

IV. AVAILABLE FUNDS

Grant funding will be provided to eligible grant recipients to develop and to implement projects that meet the requirements of this PSP. The overall funding for the Delta, San Joaquin River, and Sacramento River water quality grant program is composed of four groups. Group I will comprise funding for Delta Region projects in the amount of approximately \$45.75 million. (Value has been adjusted (and is subject to further adjustment) for approximate grant bond issuance and administration costs.)

V. COST SHARE REQUIREMENTS

Local agencies are required to provide a cost share (PRC § 75029, paragraph one) to fund their proposed project. Cost share may include, but is not limited to, federal funds, state funds, local funds, or donated services. The required cost share will be 50 percent of the total proposed costs.

V. HOW TO SUBMIT AN APPLICATION

A complete proposal package must be received by DWR no later than 5:00 p.m. on August 13, 2010. All forms, attachments, and supporting documentation described in this proposal solicitation package must be submitted together at one time.

Applications and supporting documentation received after this time will be returned to the applicant.

Applications may be found on the following DWR web site:

http://baydeltaoffice.water.ca.gov/sdb/prop84/index_prop84.cfm

Applicants must submit:

One (1) complete application marked as "ORIGINAL"; four copies of the application; and one (1) electronic copy (in MS Word or pdf format) of the original application on a CD.

A completed application includes the following (for construction projects and feasibility studies):

- Part A – Organizational, Financial, and Legal Information
- Part B – Task Breakdown

- Part C – Documents Supporting the Application

Appendix I and II in this proposal solicitation package provide a detailed checklist of required information. This information will be evaluated on a pass/fail basis using either Table A-1 or Table A-2 as appropriate.

Submit all information by mail to:

California Department of Water Resources
Bay-Delta Office
1416 Ninth Street, Room 215-30
Sacramento, CA 95814
Attn: Genevieve Schrader

VI. FUNDING AWARDS

Based on the criteria presented in Table A-1 or Table A-2, DWR will approve a final funding list and make the associated funding commitments. DWR's Director will approve the final funding list through DWR's existing administrative procedures. Following approval by DWR, the selected grant recipients will receive a commitment letter officially notifying them of their selection for a grant and the grant amount.

When the applicant indicates acceptance of the funding in writing, the applicant will become the grantee. Final award is subject to the execution of a grant agreement.

If the State of California Budget Act for the current year and/or any subsequent years covered under the commitment letter does not appropriate sufficient funds for the grantee's project, the commitment shall be of no further force or effect. In this event, DWR shall have no liability to commit funds whatsoever to the grantee or to furnish any other considerations under this commitment.

VII. AGREEMENT REQUIREMENTS

All grant recipients must sign a grant agreement with DWR before the State can disburse grant money. Eligible costs will be reimbursed, in arrears, and include reasonable costs of studies, engineering, design, preparation of environmental documents, monitoring, and project construction.

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Part A - Organizational, Financial, and Legal Information

Please provide (as Attachment A) an Application Cover Sheet (A-1), Applicant's Representatives (A-2), Cost Estimate/Cost Share (A-3), and Authorizing Resolution (A-4).

A-1 Application cover sheet

Application for a grant under § 75029 (d) of the Safe Drinking Water, Water Quality and Supply, Flood Control, River, and Coastal Protection Bond Act of 2006

The _____
(Exact legal name of local entity applying for the grant)

OF _____
(Mailing address of local entity)

Of the County of _____, State of California, does hereby apply to the California Department of Water Resources for a grant in the amount of \$_____.

For the following project under the Delta, San Joaquin River, and Sacramento River Water Quality Grant Program of the Safe Drinking Water, Water Quality and Supply, Flood Control, River, and Coastal Protection Bond Act of 2006:

(Specify project title)

By _____ Date _____
(Signature of authorized representative)

(Print or type name of authorized representative)

Title _____

Telephone (_____) _____

Fax (_____) _____

E-mail _____

A-2 Applicant's Representatives

Project contact person:

Name _____

Title _____

Telephone (____) _____

Fax (____) _____

E-mail _____

Alternate contact person:

Name _____

Title _____

Telephone (____) _____

Fax (____) _____

E-mail _____

Type of Organization: _____
(City, County, water district, etc.)

Attach a copy of the applicant's charter and the names and titles of its officers.

A-3 Cost Estimate/Cost Share

Provide financing information about the proposed project.

		<u>% of Total Cost</u>
Total cost:	\$ _____	
Amount to be funded under § 75029 (d):	\$ _____	_____
Amount of local cost share ¹ :	\$ _____	_____
Amount to be funded by the applicant:	\$ _____	_____
Proposed amount of pre-project credit ² :	\$ _____	_____
Amount to be funded by others: (Describe below in table.)	\$ _____	_____

Sources of funds from partner agencies for this project:

Amount	Name of source	Status of funds ³
\$		
Total:\$		

Notes:

1. Section V. Cost Share Requirements specifies the amount of cost share that local agencies are required to provide.
2. See Guidelines, Section II.D Cost Share Requirements.
3. Identify the current status of funds: available, planned/budgeted, awarded or pending.

A-4 Authorizing Resolution

Include a resolution adopted by the applicant's governing body authorizing the application for a grant under this program and designating a representative to sign the application. Following is a suggested format.

Resolution No. _____

Resolved by the _____
(Governing body, city council or other)

of the _____
(Name of applicant)

that pursuant to all of the terms and provisions of the Safe Drinking Water, Water Quality and Supply, Flood Control, River, and Coastal Protection Bond Act of 2006, application by this

_____ be made to the California

Department of Water Resources to obtain a grant for _____
(Project title)

The _____ of the
(Presiding officer, president, city manager, or other official)

_____ is hereby authorized and directed to
(“Agency”, “city”, “county”, or other)

Prepare the necessary data, make investigations, sign, and file such application with the California Department of Water Resources/

Passed and adopted at a regular meeting of the _____
(Board of Directors, Supervisors, etc.)

of the _____
(Name of applicant)

on _____
(Date)

Part B – Task Breakdown

Please provide (as Attachment B) a detailed task breakdown, which describes the tasks that will be undertaken to implement the project.

The task breakdown shall include, at a minimum, the following elements:

- A description of the tasks required to complete the project. In the description of each task, include the identification and cost of each item of work (from the cost estimate) that is included in the task.
- Preparation of quarterly progress reports.
- A time schedule for implementing the project, including the proposed calendar dates. At a minimum, the schedule should include the following benchmarks:
 - Each quarterly progress report.
 - Completion of each task of the task breakdown.
 - Review of implementation by DWR.
 - Completion of post-implementation report.
- A time schedule of expenditures.
- Signature of the agency head or designated representative, certifying that the agency approves the task breakdown, or a resolution or minute order delegating responsibility for task breakdown approval to the signer.

Part C - DWR Environmental Information Form

Grantees are responsible for complying with all applicable laws and regulations for their projects, including the California Environmental Quality Act (CEQA). Work that is subject to the California Environmental Quality Act (CEQA) shall not proceed under an Agreement until documents that satisfy the CEQA process are received by the Department of Water Resources and Department has completed its CEQA compliance. Work that is subject to a CEQA document shall not proceed until and unless approved by the Department. Such approval is fully discretionary and shall constitute a condition precedent to any work for which it is required. Once CEQA documentation has been completed, DWR will consider the environmental documents and decide whether to continue to fund the project or to require changes, alterations or other mitigation.

Grant Recipient: _____

Project Manager: _____

Phone Number: _____ Work Agreement # _____

Address: _____

1. List the source of any other grants or funds received from the Department of Water Resources to implement a portion of this project.

2. Is this project exempt from CEQA compliance? Yes ☐ No ☐ (if no – skip to #3)

If “yes”, provide reasons for exemption. Cite the CEQA Article, Section and Title of the CEQA exemption, if appropriate.

CEQA statutory exemptions: http://ceres.ca.gov/topic/env_law/ceqa/guidelines/art18.html

CEQA categorical exemptions: http://ceres.ca.gov/topic/env_law/ceqa/guidelines/art19.html

Check appropriate box below:

- ☐ Lead Agency has already filed a Notice of Exemption (NOE) with the State Clearinghouse and/or County Clerk.
(Attach copy of NOE, receipt of payment of DFG fees, and, if applicable, a copy of Board Resolution)
- ☐ Lead Agency will file a NOE with the State Clearinghouse and/or County Clerk.
Provide estimated date:

☐ Lead Agency will NOT file a NOE with the State Clearinghouse and/or County Clerk.

If Lead Agency chooses not to file a NOE, sufficient documentation and information must be submitted to the Project Director, along with this form, to allow DWR to make its own CEQA findings.

3. If the project will require CEQA compliance, identify the Lead Agency.

CEQA Lead Agency: _____

4. Please check types of CEQA documents to be prepared:

- ☐ Initial Study
- ☐ Negative Declaration / Mitigated Negative Declaration
- ☐ Environmental Impact Report

5. Please describe the status of the CEQA documents, expected date of completion, and estimated cost, if requesting DWR funds relating to CEQA compliance:

Status: _____

Date of Completion: _____

Estimated Costs: _____

6. If the CEQA document has been completed, please provide the name of the document and the State Clearinghouse number if available. Submit two copies to the Program Manager.

7. Please list all environmental permits you must obtain to complete the project:
(attach additional pages as necessary)

Type of Permit Required

Permitting Agency

8. This form was completed by:

Print or Type Name

Phone Number

Signature

Date

- ☐ DWR received environmental documents.
- ☐ DWR made findings.

Please send the completed form to your Project Manager.

TABLE A-1 – EVALUATION CRITERIA FOR GRANTS (Construction Projects)

Criteria	Pass/Fail
Part A	
A-1 Application Cover Sheet	Pass/Fail
A-2 Applicant's Representatives	Pass/Fail
A-3 Cost Estimate/Cost Share	Pass/Fail
A-4 Authorizing Resolution	Pass/Fail
Total Possible Maximum – Criteria A	Pass
Part B	
Task Breakdown	Pass/Fail
Total Possible Maximum – Criteria B	Pass
Part C	
Copy of final CEQA document, Notice of Determination (filed before 6/30/2008)	Pass/Fail
Report that demonstrates multiple benefits in conveyance and Delta operation to achieve protection or improvement to Delta pelagic fisheries	Pass/Fail
Plans	Pass/Fail
Specifications	Pass/Fail
DWR Environmental Information Form	Pass/Fail
Total Possible Maximum – Criteria C	Pass

TABLE A-2 – EVALUATION CRITERIA FOR GRANTS (Feasibility Studies)

Criteria	Pass/Fail
Part A	
A-1 Application Cover Sheet	Pass/Fail
A-2 Applicant's Representatives	Pass/Fail
A-3 Cost Estimate/Cost Share	Pass/Fail
A-4 Authorizing Resolution	Pass/Fail
Total Possible Maximum – Criteria A	Pass
Part B	
Task Breakdown	Pass/Fail
Total Possible Maximum – Criteria B	Pass
Part C	
DWR Environmental Information Form	Pass/Fail
Total Possible Maximum – Criteria C	Pass

Appendix I - Checklist of Application Items to be Submitted (for construction projects)

Part A - Organizational, financial, and legal information

- Application cover sheet
- Applicant's representatives
- Cost estimate/Cost share (cost share funds must be immediately available)
- Authorizing resolution

Part B –Task breakdown

- Description of tasks (Include reference to the June 2005 Delta Region Drinking Water Quality Management Plan and other benefits.)
- Time schedule for implementation (construction to commence before 6/30/2009)

Part C – Documents supporting the application

- Copy of final CEQA document, Notice of Determination (filed before 6/30/2008)
- Report that demonstrates multiple benefits in conveyance and Delta operation to achieve protection or improvement to Delta pelagic fisheries
- Plans
- Specifications
- DWR Environmental Information Form

Appendix II - Checklist of Application Items to be Submitted (for feasibility studies)

Part A - Organizational, financial, and legal information

- Application cover sheet
- Applicant's representatives
- Cost estimate/Cost share
- Authorizing resolution

Part B –Task breakdown

- Description of tasks (Include reference to the June 2005 Delta Region Drinking Water Quality Management Plan and other benefits.)
- Time schedule

Part C – Documents supporting the application

- DWR Environmental Information Form